



City of Harrisonburg, Virginia

DEPARTMENT OF PLANNING & COMMUNITY DEVELOPMENT

409 South Main Street, P.O. Box 20031

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PROCEDURES FOR TRAFFIC IMPACT ANALYSIS SUBMISSIONS

SCHEDULE FOR SCOPING AND FOLLOW UP MEETINGS

Per Section 3.2 of the City's Design and Construction Standards Manual (DCSM), the Director of Public Works may require that a TIA be conducted for any planned development expected to generate 100 or more peak hour vehicle trips. The City shall take the following factors into account when determining whether a TIA shall be submitted for a development:

1. The potential impact on local and regional road networks.
2. Site proximity to intersections, particularly signalized intersections.
3. Street geometrics in vicinity of development.
4. Type and size of proposed development.
5. Issues of safety and/or traffic operation, including pertinent issues in the public right-of-way.

If a proposed development generates 100 or more VPH, the applicant is advised to confirm the need for a TIA with the Director of Public Works by submitting to him the attached form entitled "Determination of Need for a TIA". If a TIA is determined necessary by the City, the next step for the applicant is to schedule a preliminary meeting with City staff to address the scope of the study. Applicants shall come to this meeting prepared to discuss the items in Section 3.2.2.1 of the DCSM.

These meetings will be held on the first and third Tuesday of each month. Meetings will begin at 8:00 AM sharp at the Department of Community Development. No more than two projects will be scheduled on any given Tuesday. Projects will thus be scheduled at the next available time. If necessary for follow up on a submitted study, the same meeting schedule above will be utilized for further review or discussion. Applicants must be scheduled by the previous Thursday to be placed on the Tuesday agenda. TIAs submitted for consideration of a rezoning or subdivision will be subject to this same review schedule.

As this is a new process for the City, we will evaluate this procedure as time passes and make adjustments as necessary. The need for a TIA may add significant time to the overall review of a project. Potential applicants are encouraged to build this time into their schedule and to begin the TIA process as soon as possible. Please refer to the DCSM for more information.

Respectfully submitted,

Daniel J. Rublee, P.E.
City Engineer

The City With The Planned Future